

LOYOLA COLLEGE (AUTONOMOUS), CHENNAI – 600 034



B.Voc. DEGREE EXAMINATION – DIGITAL JOURNALISM

THIRD SEMESTER – APRIL 2022

UDJ 4001 – ICT AND SOFT SKILLS TRAINING

Date: 20-06-2022

Dept. No.

Max. : 100 Marks

Time: 09:00 AM - 12:00 NOON

SECTION – A

Answer ALL the Questions

Define the following

(10 x 2 = 20 Marks)

1. Self-realization.
2. Employability skills
3. Written goal setting.
4. Delegation.
5. Success is where preparation meets with opportunity
6. Proactivity
7. Not important and not urgent tasks
8. Conflict management
9. Purpose driven life
10. Challenge zone.

SECTION – B

Answer any FIVE of the following in 150 words

(5 x 8 = 40 Marks)

11. Analyze the statement ‘happiness is a mood, positivity is a mindset.’
12. Discuss, “time is not the main thing; it is the only thing.
13. Write a brief note on how NLP defines your thoughts, behaviour, and words.
14. Explain the different ways in which any presentation can be made effective.
15. How do you ace a job interview?
16. What are hard skills and soft skills? Explain with examples.
17. Write a script on the group discussion topic ‘what is important- creativity or efficiency?’

SECTION – C

Answer any TWO of the following in 250 words

(2 x 20 = 40 Marks)

18. Elaborate Tony Robbins quote that setting goals is the first step in turning the invisible into the visible.
19. Determine the goals on the check list that are directly relevant to your life goals and analyze your progress.
20. Discuss how one’s regular habits of reading, listening, observation, goal-aligned priorities in life play a vital role as a performer in a group discussion.

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